

Workforce Development Committee

Wednesday, February 11, 2004

10am – 2pm

Wyndham Hotel, SeaTac, WA

18118 Pacific Highway South

Phone: (206) 244-6666, Fax: (206) 248-6065

<http://www.wyndham.com/hotels/SEAST/main.wnt>

Co-Chairs: Sue Grinnell, Cowlitz Co.; Jack Thompson, UW.

Members: Joan Brewster, DOH; Charlene Crow-Shambach, Snohomis; Kathy Deuel, DOH; Dorothy Gist, DOH; Nancy Goodloe, Kittitas; Maryanne Guichard, DOH; Vic Harris, Tacoma-Pierce; Keith Higman, Island; Vicki Kirkpatrick, WSALPHO; Dennis Klukan, Yakima; David Koch, DIS; Debbie Lee, DOH; Marianne Patton, Chelan-Douglas; Marianne Seifert, SBOH; Margaret Shield, UW; SBOH Corinne Story, Skagit; Patty Swanson, Thurston; Pam Walker, Clark. (Strikeout = absent from the meeting)

Staff: Marie Flake, DOH; Janice Taylor, DOH.

Time	Topic	Presenter/ Facilitator	Description	Materials
10:00	Welcome & Introductions	Sue & Jack		
10:15	Scanning the Horizon Goal: WFD issues of potential interest to the Committee	Janice	PHEPR - Focus Area G Workgroup – Update SARA Training – Discussion: What is needed?	
10:45	Training Plan Goal: Develop a statewide training plan by summer 04 that will inform WFD recommendations in the 04 PHIP Report	Sue & Janice	Present and discuss current thinking on how this work will take shape. WFD Committee to provide guidance and input to the newly forming subcommittee on this topic. Question for the WFD Committee – Are these projects reasonable and on track? Of these projects, what aspects are most important?	<ul style="list-style-type: none">• Subcommittee Charter• PHIP Public Health Competencies• Timeline• PHEPR Sample Data• Standards Measures That Specify Training• Proposed Standards Self-Assessment Tool• Standards Assessment Data for Pilot Process

11:30	Enumeration Goal: Describe the public health workforce	Jack & Janice	Present and discuss current thinking on data analysis and report development. Questions for the WFD Committee – How do you envision using this data? Which audiences should the report be written for? What report formats would be most useful?	<ul style="list-style-type: none"> • Priority Areas for Data Analysis • Notes from Editorial Meeting
12:00	LUNCH			
12:30	LMS Goal: Select and implement an LMS for public health, statewide, by autumn 04.	Sue & Janice	Update and description of process for selecting a vendor. Discussion regarding implementation phase of the work and subcommittee's role. Questions for the WFD Committee – Regarding implementation, what are some of the policy and other issues that will need to be addressed? Who should be included in planning the implementation?	<ul style="list-style-type: none"> • Fact Sheet
1:00	Six-state WFD Network: Web Conferencing	Margaret Shield	Presentation, demonstration and discussion of iLinc.	
1:30	Leadership Development	Jack	Update	
1:45	Wrap-up and issues for next agenda	All		
2:00	ADJOURN			

WFD Communication Tools: <http://www.doh.wa.gov/phip/WorkforceDevelopment/default.htm>

Next Meeting Date / Time: April 16, 2004

Routine Meeting Place: Wyndham Hotel, 18118 Pacific Highway South, SeaTac, WA